

Tuxedo Park Library

Minutes of the Board of Trustees Meeting APPROVED

August 10, 2022

Meeting called to order at 7:39 p.m.

In attendance at the Library: Trustees: Claudia Bakhtiary, Tony Davidson, Noreen Fennell, Emily Heffernan,

Remote attendance: Gerry Howard, 166 Cemetery Road, Brewster, MA 02631 and Tris Gates-Bonarius 21 Lookout Road, Tuxedo Park, NY 10987

Library Staff: Diane Loomis, Kathy Sandak, Deirdre O'Keefe

Mr. Davidson welcomed all the attendees to the meeting.

Minutes: On a motion by Ms. Fennell, and seconded by Ms. Bakhtiary, the minutes of the June 22, 2022 meeting were approved as distributed.

Treasurer's Report: Mr. Davidson reported that the financials had been reviewed and result were as expected. He stated that the Library had received all monies due from the IRS. There will be a small amount returned due to an overpayment. He further stated that all revenues due for the year have been received and the Library is in a healthy financial position.

There will be some upcoming expense due to building and grounds maintenance and repairs that will be necessary.

Ms. Loomis stated that she will be speaking to Excel Electric regarding the lifespan of the buildings light fixtures and keeping replacement in inventory.

Director's Report:

Ms. Loomis stated that two of the staff members have passed their Notary Public exams.

The Cool Off Event at the Library was a success.

According to the June and July Traffic Study that was conducted, the Tuxedo Park Library traffic numbers are rising and are approaching pre-pandemic levels. Davidson suggested that the Library consider automating traffic recording.

The Library will be adding wi-fi hotspots in 2023.

Committee Reports

Authors' Circle:

Katie Rosman will be moderating the Authors' Circle discussion with Mark Rozzo on September 18th, discussing his book: "Everyone Thought We Were Crazy".

Upcoming Authors' Circle events will include a November event with Richard Cohen, author of "Making History". This event will be moderated by Gerry Howard.

Building:

No report.

Friends of the Library:

Mr. Davidson informed the Board that the Library is working with the Friends of the Library to get transfers set up from the Friends account to the Library account.

New Business:

The proposed RCLS ILS Agreement, RCLS IT contract and the IT 2023 Service Menu full-support IT service option was discussed. This would be a five-year contract. Mr. Davidson will draft an email to RCLS Executive Director Grace Riario to present questions posed by the Trustees regarding these contracts. Mr. Davidson asked that the vote regarding the Agreement be tabled until the September 14, 2022 meeting.

Potential new Trustees:

Mr. Davison announced that Ms. Heffernan has submitted her resignation to be effective at the end of the meeting. He thanked her for her service and her generous gift of time and talent to the Tuxedo Park Library.

Mr. Davidson will be contacting potential Trustee candidates.

Draft of the Proposed Memorandum of Understanding from Related Companies:

Mr. Davidson reviewed the Memorandum, dated July 2022. He stated that he will draft a response to the Related Companies MOA for the Board's approval and send to Related Companies.

Old Business:

No old business was reported.

Mr. Davidson again expressed the Board's gratitude to Ms. Heffernan.

Motion to adjourn at 9:00 p.m. by Mr. Davidson, seconded by Mr. Howard.

Respectfully submitted by Noreen Fennell.